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Executive Assistant to DCI  
Director of Training  
Weekly Summary Report

Document No. 114

21 September 1953

No CHANGE in Class. ☐

☐ DECLASSIFIED

Class. CHANGED TO: TS S C

DDA Memo, 4 Apr 77

Auth: DDA REG. 77/1763

Date: \_\_\_\_\_

By: \_\_\_\_\_

1. At the request of [REDACTED] the Chief of Orientation and Briefing Division, O/TB, will give a briefing to Brigadier General Mark McClure, newly appointed Deputy Assistant Chief of Staff, G-2, for Operations and Administration. It was [REDACTED] request that this special indoctrination cover the charter, mission and responsibilities of the Central Intelligence Agency, and that when it is concluded, General McClure can then decide on what further briefing he desires or needs on Agency organization or activities.

3. Arrangements have been made to admit three Agency employees to the Military Logistics Course given by the University of Maryland at the Pentagon to Armed Services and Defense Department students.

5. Arrangements are being made to include industrial tours as a supplement to the instruction given in the Specialized [REDACTED] Course [REDACTED] Tours have been tentatively scheduled for the period 2-4 November, inclusive, and will include the following industrial plants:

6. On 15 September, the Seminar arranged by Office of Training for Senior PP Officers was opened with twelve senior officers from Area and PP Staff Divisions in attendance. This seminar is the first

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attempt to provide advanced training for officers in supervisory and command positions. A similar seminar for senior war planning personnel will begin on 14 December and lead to the offering by Office of Training of a regular War Plans Staff Officers Course.

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9. Office of Training concurred in a Logistics Office memorandum establishing a Logistics training program. The memorandum outlined the administrative plan for the Headquarters and Field training phases of the program. The Chief, Logistics Office, will be responsible for the supervision of training, and

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10. The Comptroller was notified by a Director of Training memorandum that Office of Training will not submit a Supplementary Budget for FY55

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11. Students presently in full-time OTH	
courses in CIA installations .....	370
Students presently in part-time OTH	
courses in CIA installations .....	351
Students presently in full-time	
external training .....	96
Students presently in part-time	
external training .....	62

**GRAND TOTAL ..... 879**

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75/ep

cc: LB/P  
LB/I  
AD (Commo)

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